

Use this form for automatic bank transfer of funds.



**Automatic Bank Transfer Authorization Form for Contributions
to the Baccalaureate Education System Trust (BEST) Program**

Check here
if this is a
change

Beneficiary name _____ Contract Number _____
(Leave blank if new contract)

Your name _____ Daytime phone _____

Address _____ City _____ State _____ Zip _____

Type of account you wish the automatic transfer to be taken from: Savings Checking account
(You must attach voided check/deposit slip or savings deposit slip to initiate the automatic transfer.)

You may transfer funds on the 1st **OR** the 15th of each month. The minimum transfer amount is \$25.

Amount to be transferred: 1st of month 15th of month (mark one)

I hereby authorize the Tennessee Baccalaureate Education System Trust (BEST) to initiate debit entries to my bank account indicated above. This authority is to remain in full force and effect until BEST has received written notification from me of its termination in such time and such manner to afford BEST a reasonable opportunity to act on it.

Signature: _____ Date: _____

TR-0368

RDA-2516

See other side for instructions.

Instructions for completing Automatic Bank Transfer Authorization Form

1. If this is a change in account information or amount transferred, please check the box provided.
2. Please list the Beneficiary's name and contract number where the contribution should be deposited. Print your full name, daytime phone number, and home address. Note: If you want to make deposits into more than one account, you must fill out a separate Automatic Bank Transfer Form for each Contract. Contact BEST if you need more forms.
3. Banking information - Check the appropriate box designating whether the withdrawal will be transferred from a checking or savings account.
4. Amount to be transferred - Enter the amount to be transferred to your BEST account and check the appropriate box. Note: The minimum transfer is \$25 and only one transfer may be made per month.
5. Attach voided personal check/deposit slip or savings deposit slip to this form. (The Automatic Bank Transfer cannot be initiated unless it is attached.)
6. Sign and date the form. Mail the form to BEST, P.O. Box 198786, Nashville, TN 37219-8786.

Note: **BEST will activate the Automatic Bank Transfer within six weeks of receipt.** Watch your bank statement for the first cash transfer and remember to deduct it from your bank account balance on the 1st or 15th of every month.

Questions? Call 1-888-486-2378 or 532-8056 (in Nashville)

A d m i n i s t e r e d b y t h e S t a t e o f T e n n e s s e e T r e a s u r y D e p a r t m e n t